

Medicare Managed Care Manual

Chapter 20 - Plan Communications Guide

Section 5 - Using MCCOY

(Rev. 50, 04-09-04)

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5.1 - System Description

(Rev. 40, 11-14-03)

The Managed Care Option Information System (called MCCOY) is a versatile online database system that is used to view beneficiary information (enrollments and disenrollments, health statuses indicators, residence codes), to input Working Aged transactions, and to receive electronic file transmissions.

The Plan Options section of the system is restricted to nine selections:

1. Select Beneficiary and View Snapshot
2. Exception List
3. Plan Transfer Tracking Report
4. View Rates
5. View ESRD Rates
6. View Demographic Factors
7. View Risk Adjustment Default Factors
8. Working Aged
9. View Beneficiary Factors

There are two major restrictions that should be noted:

- You are only able to view the records of those beneficiaries who are enrolled in, or were ever enrolled in, your particular Plan.
- The Select Beneficiary and View Snapshot option is view-only. You can look at the beneficiary records and exception records (exception records are those transactions that reject), but changes (updates, additions, deletions) to the data are not permitted.

NOTE: If you want to download the AAPCC rates, you can use NDM Host, NDM-PC, or AGNS/HOD to receive the following datasets:

PC Use: MS/DOS executable file: OG00.@BGD5050.AAPCCXXXX.ZIP.EXE

New Mainframe Dataset: Data Format:
OG00.@BGD5050.RATXXXX.RISKADJ.DATA

XXXX should be replaced with the year of the rates.

5.1.1 - System Contact

(Rev. 40, 11-14-03)

If you have any questions concerning accessing MCCOY, please call your CO contact (see [Appendix H](#)).

5.1.2 - MCCOY Users

(Rev. 40, 11-14-03)

Users of MCCOY are the M+C organization employees who need to update their beneficiary records and view current information about beneficiaries.

5.2 - Accessing MCCOY

(Rev. 40, 11-14-03)

5.2.1 - Requirements

(Rev. 40, 11-14-03)

To access MCCOY, you need a valid CMS User ID and password. The User ID is a six-character string; the password is a string of six to eight characters. The HDC assigns you an initial password along with the User ID.

You are permitted to change your password at any time, but the system requires you to change the password every 60 days. You may not reuse a password that was used before unless it is older than six changes.

If you forget your password or make an error when entering your password, please call your CO contact (see [Appendix H](#)).

5.2.2 - System Logon

(Rev. 40, 11-14-03)

The “HDC Logo” screen appears when you have successfully made a connection with the HDC mainframe.

```
DEPARTMENT OF HEALTH AND HUMAN SERVICES                Terminal
HCFA DATA CENTER                                         LU08D129

HH      HH      DDDDDDD //
HH      HH      DD   ///D   CC      CC
HH      HH      DD   ///DD  CC      CC
HHHHHHHHHH      DD   /// DD  CC
HHHHHHHHHH      DD  -///DD  CC
HH      HH      DD   /// DD  CC      CC
HH      HH      DD/// DD   CC      CC
HH      HH      DD///DDDD   CCCCCC
//
OFFICE OF COMPUTER AND COMMUNICATIONS SERVICES

PLEASE HIT 'ENTER' FOR APPLICATION SELECTION MENU
(THE ACTION DESK PHONE IS: (410)-786-2580 or 1-800-562-1963)
(THE HDC STATUS PHONE IS: (410)-786-2599)
!!!!!! PLEASE HIT PF12 AT THE APPLICATION MENU FOR  LATEST HCFA NEWS !!!!!

***** B R O A D C A S T   M E S S A G E S *****
** PLEASE CHECK HCFA NEWS FOR THE LATEST SYSTEM INFORMATION **
***** HIT PF12 AT THE APPLICATIONS MENU *****
*****
```

You may simply press <ENTER> from this screen without entering any information.

The Application Menu enables you to select the system you wish to access.

```
PAGE 1 of 3 ..... A P P L I C A T I O N   M E N U.....
04/05/00 14:19                                TERMINAL - LU08D142

** PLEASE CHECK HCFA NEWS FOR THE LATEST SYSTEM INFORMATION **
***** HIT PF12 AT THE APPLICATIONS MENU *****
*****

.....

      1   TSO          ACTIVE      Application Development
      2   RESERVED    INACTIVE     Future CICS System
      3   CICS41       ACTIVE      CICS41 System
      4   M204PRD1     ACTIVE      MODEL204 Production Region
      5   M204PRD2     ACTIVE      MODEL204 Version 2 Production
      6   WYLBUR       ACTIVE      WYLBUR Online System
      7   IDMSTEST     ACTIVE      IDMS/CV100 Database System
      8   Y2KMILL      ACTIVE      MILL LPAR 2 Menu
      9   M204PRD3     ACTIVE      Oscar/Cafm/Casr/Crowd/Clia

      Select application ==> 5

                                          more . . .
.....
PFK 1   H E L P           PFK 12  ** HDC NEWS**   PFK 3   HDC LOGO
PFK 7   PAGE BACK        PFK 8   PAGE FORWARD
PFK 2   APPLICATION INFO  PFK 11  UTILITIES
```

To access the MCCOY System, type “5” (M204PRD2 - MODEL204 Version 2 Production) in the SELECT APPLICATION field and press <ENTER>. This displays the “Logon” screen.

```
----- M204PRD2 SIGNON -----  
  
ENTER LOGON PARAMETERS BELOW:  
  
USERID      ==> XXXX  
PASSWORD    ==>  
NEW PASSWORD ==>  
ACCT NMBR   ==> XXXXXXXXXXXX  
APPLICATION =>  
  
PF3 - to exit
```

The “Logon” screen requires you to identify yourself for security purposes, and for the system to check to make sure you are a valid user of the system that you selected from the Application Menu.

At least three fields must be entered for you to proceed from this screen. Your four-character User ID, your unique password, and an account number should be keyed into the “USERID”, PASSWORD, and ACCT NMBR fields respectively. The PASSWORD entry is **not** displayed on the screen for security reasons. Use <TAB> to move between fields.

At this point, you may change your password if so desired. You may change your password at any time, but the system requires that you change it every 60 days for security reasons. The system forces a change once the limit has been reached. To change your password, after you have entered your current password, enter a new string of four to eight characters in the NEW PASSWORD field during logon. The system prompts you to re-enter the string for verification. Once you have entered the string a second time (exactly as you did the first time), the system acknowledges the new password. As with the normal logon, the PASSWORD fields are not displayed on the screen.

To obtain an account number when you don't have one assigned to you, call your CO contact (see [Appendix H](#)).

If you wish to exit the system from the “Logon” screen, you may do so by pressing <F3>. This action returns you to the Application Menu.

Once all of your entries have been made, press <ENTER> to proceed to the next screen.

The “Region Menu” screen is where the system requires that you enter the name of the subsystem desired. This screen displays when you do not enter “MCCOY” in the “Logon” screen.

PAGE 1/1	Model 204 Region M204PRD2	S0
NEWS	Maintenance to M204 Test regions 5/21/00	05/16/00

1	CL	MODEL 204 COMMAND LINE
3	MCCOY	ACTIVE GHP Beneficiary Information
4	PICS	ACTIVE GHP Plan Information Control System
SELECT APPLICATION > 3		

PF1=HELP	PF2=INFO	PF3=LOGOFF
PF4=MULT REG	PF12=NEWS	

You may enter the MCCOY system from this screen by typing the number of the system (“3” in this sample screen) in the APPLICATION field and pressing <ENTER>.

When you wish to review system news, press <F12>.

5.3 - Using the Screens

(Rev. 40, 11-14-03)

5.3.1 - Function Keys

(Rev. 40, 11-14-03)

The function keys that have pre-defined uses in this system are listed here.

F1	= HELP	This displays any related help screens that explain the function and usage of the screen when the <F1> key was pressed.
F2	= ADD	From the Working Aged HUSP record screens, this will add new records/
	= UPDATE	From the Working Aged HUSP record screens, this will change existing records.
	= DELETE	From the Working Aged HUSP record screens, this will delete existing records.
	= RESUBMIT	From the Working Aged HUSP record screens, this will copy a record to create a new record to submit to GHI/CWF.
	= SELECT	This confirms that your selection of records are complete, from the selection list screen.
F3	= EXIT	From the Main Menu, this takes you out of the system.
	= END/QUIT	This leaves the current screen and returns you to the previous screen.
F5	= PAGE-/PAGE+	Toggles between Page 1 and Page 2 of the Working Aged HUSP record.
F6	= CODES/DECODE	This displays the definition of all coded fields on the screen.
F7	= PAGE-	This scrolls backward one full page. It appears only when a list of data is too long to be displayed entirely on one screen.
	= RECORD-	For Working Aged, it will display the prior record that was selected.
F8	= PAGE+	This scrolls forward one full page. It appears only when a list of data is too long to be displayed entirely on one screen.
	= RECORD+	For Working Aged, it will display the next record that was selected.
F12	= MENU	Returns to the Plan Options Menu.

5.3.2 - Plan Options Main Menu

(Rev. 40, 11-14-03)

This screen is the main menu for Plan users.

05/17/2000	(XXXX) PLAN OPTIONS MENU (MCCOY)	11
1) SELECT BENEFICIARY AND VIEW SNAPSHOT		
2) EXCEPTION LIST		
3) PLAN TRANSFER TRACKING REPORT		
4) VIEW RATES		
5) VIEW ESRD RATES		
6) VIEW DEMOGRAPHIC FACTORS		
7) VIEW RISK ADJUSTMENT DEFAULT FACTORS		
8) WORKING AGED		
9) VIEW BENEFICIARY FACTORS		
OPTION ==> _		
* * * * A PRISM ENHANCEMENT * * * *		
==> _____	PF1=HELP	PF3=END

To select one of the options, type the number in the OPTION field and press <ENTER>.

- Option 1 (Select Beneficiary) enables you to view specific information about a beneficiary.
- Option 2 (Exception List) enables you to view records that did not make it into the database for some reason. This occurs primarily because there is some error in the record that must be resolved.
- Option 3 (Plan Transfer Tracking Report) enables you to compare the number of accretion, deletion, or correction transactions that were received with the number of those transactions that were sent by the plans. Working Aged transactions that are sent electronically will be displayed through Option 7 (Working Aged).
- Option 4 (View Rates) enables you to view the Aged and Disabled AAPCC DOD Demonstration, ESRD Demonstration, and Risk Adjustment rates by county, and the ESRD State rates.
- Option 5 (View ESRD Rates) enables you to view the AAPCC ESRD rates nationwide.

- Option 6 (View Demographic Factors) enables you to view the demographic factors.
- Option 7 (View Risk Adjustment Default Factors) enables you to view factors utilized in the computation of new Medicare enrollee payment rates.
- Option 8 (Working Aged) enables you to access the Working Aged functions.
- Option 9 (View Beneficiary Factors) enables you to view the beneficiary factors.

5.3.3 - Select Beneficiary and View Snapshots (Option 1)

(Rev. 40, 11-14-03)

When Option 1 from the Plan Options Menu is selected, the Plan Beneficiary “Selection Criteria” screen displays. It enables you to choose the beneficiary record you wish to view. You may select only one record at a time. You must already know the claim number you wish to review since there is no way to display a list of valid numbers.

05/19/2000	(XXXX)	PLAN BENEFICIARY SELECTION CRITERIA	(MCCOY)	11.1
CLAIM NUMBER _____ (INCLUDING BIC)				
<p>ENTER BENEFICIARY SELECTION CRITERIA</p> <p>==> _____ PF3=QUIT</p>				

To select the specific beneficiary record to be viewed, type the claim number in the CLAIM NUMBER field and press <ENTER>. Do not forget to include the Beneficiary Identification Code (BIC) at the end of the claim number (e.g., 999999999A). The system then checks that the chosen record is a member of your Plan before permitting access. Railroad Board numbers have the BIC at the beginning of the claim number (e.g., A999999999 or WA999999999).

If access is denied, either because the beneficiary is not a member of your M+C organization or because the claim number cannot be found, the system displays a message.

If a valid claim number is entered, the “View Snapshot” screen displays.

This screen displays detailed information for the claim number selected on the previous screen. This includes personal information (such as name, address, and date of birth), claim information (number and name of the plan, start and end dates, and types of options), and the status of the beneficiary's health program(s).

07/15/2003	(OG27) VIEW SNAPSHOT (MCCOY)	1.4
PROFILE FOR: 07 / 15 / 2003	(** CURRENT DATA **)	
CURRENT		
WA9-99-999 JONES, R J	DATE OF BIRTH: 07/22/1915 SEX: F	
STATE: 99	ADDRESS: R J JONES	
COUNTY: 999	999 N ADDRESS AVE	
ZIP: 99999	CITY ST 99999-0000	
DATE OF DEATH:		
CONTRACT: H9999 RISK	START	END
ANYBODY'S HEALTH CARE	12/01/1999	
PBP ELECTION:	015 06/01/2002	
	12/01/1999	05/31/2002
ENTITLEMENT: PART A:	07/01/1980	E
PART B:	07/01/1980	Y
HEALTH STATUSES:		
=> _____ PF1=HELP PF3=QUIT PF6=CODES PF9=PRINT PF12=MENU		

This screen is display-only. No alterations can be made to the data.

Pressing <F6> displays the definitions of the coded fields on this screen. These are shown on the “Snapshot Detail” screen.

To obtain a hard copy of the information on this screen, use the “PRINT SCREEN” function in AGNS/HOD.

This screen displays the coded fields from the “Snapshot View” screen along with the values and their descriptions.

05/19/2000	(XXXX)	SNAPSHOT DETAIL	(MCCOY)	11.1.1
A009164027	JONES, R J	DATE OF BIRTH: 10/10/1927		SEX: M
STATE	:	05 - CALIFORNIA		
COUNTY	:	460 - SAN BERNARDINO		
ZIP/CITY	:	92392 - BALDY MESA		
PART A OPTION	:	E - AUTOMATIC ENTITLEMENT, NO PREMIUM NECESSARY		
PART B OPTION	:	Y - YES, PREMIUM IS PAYABLE		
==> _____ PF1=HELP PF3=QUIT				

This is a display-only screen. No alterations can be made to the data.

- The State field displays the two-digit numeric code for the state in which the beneficiary is located and the name of the state.
- The County field displays the three-digit numeric code for the county in which the beneficiary is located and the name of the county.
- The Zip/State field displays the five-digit numeric zip code for the city in which the beneficiary is located and the name of the city.
- The Part A and Part B Option fields display the character code of the entitlement the beneficiary receives for each of the Medicare options. If there are no values in the fields, there is no entitlement.

5.3.4 - Exception List (Option 2)

(Rev. 40, 11-14-03)

When Option 2 is selected from the Plan Options Menu, the “Exception List Criteria” screen displays. It enables you to choose which exception records to view.

```
05/19/2000          (XXXX) EXCEPTION LIST CRITERIA  (MCCOY)          11.2

PROCESS MONTH: 02 / DD / 2000          (DD IS OPTIONAL)

CONTRACT #  _____

==> _____  PF1=HELP    PF3=END
```

You must enter a processing date. There are two ways to select a processing date range. Entering a date that includes only the month and year (“MMYYYY”) displays all the exception records for that month. A date including the day as well (“MMDDYYYY”) displays the exception records for that specific day.

The contract number field is optional. If you enter a contract number, the displayed list is limited to that contract. If no number is entered, the list includes all exception records for all contracts associated with the user.

When you are finished making your selections, press <ENTER> to display the list of exceptions.

This screen lists all the exceptions for the criteria entered in the previous screen.

05/21/2002 (OG27) EXCEPTION LIST (1 OF 35)							
SOURCE	ENTRY DATE	CLAIM NUM	SURNAME	TRAN CODE	EFF DATE	CONTRACT	REPLY CODE
Hxxxx	05/16/02	WA999999999	BLACKMON	71	04/01/02	Hxxxx	105
Hxxxx	05/16/02	WA999999999	MURRAY	71	04/01/02	Hxxxx	105
Hxxxx	05/16/02	WA999999999	SIPIORA	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	WA999999999	TANSLEY	51	04/01/02	Hxxxx	050
Hxxxx	05/16/02	999999999A	KENNY	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	UPHAM JR	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	SALTER	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	CHAMBERS	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999D	SEMONIAN	51	05/01/02	Hxxxx	050
Hxxxx	05/16/02	999999999A	GLENNON	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	MELANSON	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	CRACIUN JR	51	05/01/02	Hxxxx	052
Hxxxx	05/16/02	999999999A	SIVERT	51	04/01/02	Hxxxx	052
Hxxxx	05/16/02	9999999999	LAPOINTE	51	04/01/02	Hxxxx	052
==>							
		PF1=HELP	PF3=QUIT	PF6=DECODE			
		PF7=PAGE-	PF8=PAGE+	PF12=MENU			

To display the “Exception Detail” screen for a particular exception, position the cursor at the end of the desired line and press <F6>.

The following screen displays the coded fields for the specific exception record selected from the previous screen along with the values and their descriptions.

05/19/2000	(XXXX)	EXCEPTION DETAIL	(MCCOY)	11.2
000-22-1111-A	Lepew, Peppi	DATE OF BIRTH:	09/01/1929	SEX: M
CONTRACT	:	HXXX - LOS ANGELES BASIN		
TRANSACTION	:	51 - DISENROLLMENT		
ACTION CODE	:			
REPLY CODE	:	51 - DISENR REJ, INVALID DATE		
SOURCE	:	HXXX - LOS ANGELES BASIN		
EFFECTIVE DATE	:	12/31/99		
ENTRY DATE	:	01/14/00		
==> _____ PF1=HELP PF3=QUIT				

This is a display-only screen. No alterations can be made to the data.

- The Contract field displays the number and name of the selected contract.
- The Transaction field displays the numeric code, indicating the type of transaction that this record represents, and its text description.
- The Action Code field is associated with the transaction code and indicates the type of action for correction records.
- The Reply Code field displays the numeric code, indicating what was wrong with this record that prevented its entry into the database, and its text description.
- The Source field displays the alphanumeric code, indicating which agency or person sent in the transaction, and its textual description.
- The Effective Date field displays the day on which the transaction should have taken effect.
- The Entry Date field displays the day on which the transaction was entered into the system.

5.3.5 - Plan Transfer Tracking Report (Option 3)

(Rev. 40, 11-14-03)

When Option 3 on the “Plans Option” screen is selected, the “Plan Transfer Tracking Report Criteria” screen displays. This option enables you to compare the number of transactions that were received by CMS with the number of transactions that were sent by the Plans.

05/19/2000	(XXXX)	PLAN TRANSFER TRACKING REPORT CRITERIA	11.3
CONTRACT NUMBER: HXXX			
REPORT PERIOD: 02 / DD / 2000		(DD IS OPTIONAL)	
==> _____ PF1=HELP PF3=QUIT			

The Contract Number field is optional. If you enter a contract number, the displayed list is limited to that contract. If you do not enter a number, the list displayed includes all transactions received for all contracts associated with the user during the report period.

You must enter a “Report Period.” There are two ways to do this. Entering a date that includes only the month and year (“MMYYYY”) displays all the transactions received for the process month. A date that includes the day as well (“MMDDYYYY”) also displays the transactions for that process month.

When you are finished making your selections, press <ENTER> to display the list of transactions received. For your convenience, a sample report with definitions of the fields is shown on the next page.

NOTE: The user should wait at least 30 minutes before viewing the Transfer Tracking Report. This allows time for the job that generates the report to process.

MCCOY BROWSE UTILITY										
COMMAND > _____										LINE 1
RUN DATE:		05/22/2002		Txxx		PLAN TRANSFER TRACKING			REPORT ID: 99	
REPORTING MONTH:		06/2002		REPORT			PAGE: 1			
CON	CREATE	PROCESS/	HIC	TOTAL/	CODE	CODE	CODE	CODE	CODE	
NUMBER	DATE/TIME	RETRO	FIRST/LAST	INVALID	60	61	71	01	51	
		MONTH								
Hxxxxx	20020515	200206	999999999A	6702	7	4027	0	954	1714	
	64343		999999999A	0						

==> _____ PF1=HELP PF3=QUIT PF5=PRINT
PF7=PAGE- PF8=PAGE+ PF10=LEFT PF11=RIGHT PF12=MENU

SAMPLE PLAN TRANSFER TRACKING REPORT

Description of Data Fields for Plan Transfer Tracking Report

1. CON NUMBER - Contract number from transmitted file
2. CREATE DATE - Date transmission received
3. CREATE TIME - Time transmission received
4. PROCESS MONTH - Current processing month from header record
5. RETRO MONTH - Date from header record. If this date is for a prior month, it is considered a retroactive date for processing; but this does not mean the data will be processed. It will be processed with prior approval from DDS.
6. HIC FIRST - Claim number from first record for each contract number
7. HIC LAST - Claim number from last record for each contract number
8. TOTAL/ INVAILD - Number of records in file for specific contract
9. CODE 60 COUNT - Number of records with transaction code 60
10. CODE 61 COUNT - Number of records with transaction code 61
- .
11. CODE 71 COUNT - Number of records with transaction code 71
- .
12. CODE 01 COUNT - Number of records with transaction code 01
- .
13. CODE 51 COUNT - Number of records with transaction code 51
- .

5.3.6 - View Rates (Option 4)

(Rev. 40, 11-14-03)

When Option 4 on the Plans Option Menu is selected, the “Rates by State/County Code” screen displays. This option enables you to view the Aged and Disabled AAPCC rates by county (Parts A and B Aged, Parts A and B Disabled) and the ESRD State rates. The rates applicable to the Department of Defense and the ESRD Demonstrations are also displayed. In addition, beginning with the December 1999 processing month, this screen will include risk adjustment Part A and Part B rates. These screens provide information about the rates that form the basis of payments to M+C M+C organizations.

When you request this option, the current date is automatically entered in the Date field and the current rates are displayed.

If you want historical or future rates, you can change the date by moving the cursor to the Date field and entering a different date.

You must also enter the State and County code. If you are unsure of correct codes, position the cursor on the State County Code field, and press <F6> to select the State and County codes. An example of the screen that displays follows.

When you are finished, press <ENTER> to view the record.

5.3.6.1 - Select One State Only

(Rev. 40, 11-14-03)

This is the “Select One State Only” screen.

05/19/2000	(XXXX)	SELECT ONE STATE ONLY	(1 OF 2)	11	
- 01	AL	ALABAMA	- 16	IA	IOWA
- 02	AK	ALASKA	- 17	KS	KANSAS
- 03	AZ	ARIZONA	- 18	KY	KENTUCKY
- 04	AR	ARKANSAS	- 19	LA	LOUISIANA
- 05	CA	CALIFORNIA	- 20	ME	MAINE
- 06	CO	COLORADO	- 21	MD	MARYLAND
- 07	CT	CONNECTICUT	- 22	MA	MASSACHUSETTS
- 08	DE	DELAWARE	- 23	MI	MICHIGAN
- 09	DC	DISTRICT OF COLUMBIA	- 24	MN	MINNESOTA
- 10	FL	FLORIDA	- 25	MS	MISSISSIPPI
- 11	GA	GEORGIA	- 26	MO	MISSOURI
- 12	HI	HAWAII	- 27	MT	MONTANA
- 13	ID	IDAHO	- 28	NE	NEBRASKA
- 14	IL	ILLINOIS	- 29	NV	NEVADA
- 15	IN	INDIANA	- 30	NH	NEW HAMPSHIRE

==> _____ PF1=HELP PF3=QUIT PF8=PAGE+

Select the state with an “X” and press <ENTER>. The “Select One County Code” screen displays.

The <F7> key appears only on screens where the user can page backward. The <F8> key is used to page forward to display additional states and appears only on screens where the user can page forward.

The <F3> key returns you to the “View Rates” screen.

5.3.6.2 - Select One County Only

(Rev. 40, 11-14-03)

This is the “Select One County Only” screen.

05/19/2000		(XXXX) SELECT ONE COUNTY ONLY (1 OF 3)		11	
- 000	AUTAUGA	- 150	COFFEE		
- 010	BALDWIN	- 160	COLBERT		
- 020	BARBOUR	- 170	CONECUH		
- 030	BIBB	- 180	COOSA		
- 040	BLOUNT	- 190	COVINGTON		
- 050	BULLOCK	- 200	CRENSHAW		
- 060	BUTLER	- 210	CULLMAN		
- 070	CALHOUN	- 220	DALE		
- 080	CHAMBERS	- 230	DALLAS		
- 090	CHEROKEE	- 240	DE KALB		
- 100	CHILTON	- 250	ELMORE		
- 110	CHOCTAW	- 260	ESCAMBIA		
- 120	CLARKE	- 270	ETOWAH		
- 130	CLAY	- 280	FAYETTE		
- 140	CLEBURNE	- 290	FRANKLIN		
==> _____ PF1=HELP PF3=QUIT PF8=PAGE+					

After you select the county with an “X” and press <ENTER>, a “Select One Zip Code Only” Screen displays with the zip codes for the state and county entered.

The <F7> key (page backward) and the <F8> key (page forward) are available for paging through the counties when there is more than one page of counties.

The <F3> key returns you to the “Select One State Only” screen.

5.3.6.3 - Select One Zip Code Only

(Rev. 40, 11-14-03)

This is the “Select One Zip Code Only” screen.

05/19/2000	(XXXX)	SELECT ONE ZIP CODE ONLY	(1 OF 1)	11
-	36003	AUTAUGAVILLE		
-	36003	INDEPENDENCE		
-	36003	MULBERRY		
-	36003	WINSLOW		
-	36006	BILLINGSLEY		
-	36008	BOOTH		
-	36051	MARBURY		
-	36051	MOUNTAIN CREEK		
-	36066	PRATTVILLE		
-	36066	PVILLE		
-	36067	PRATTVILLE		
-	36067	PVILLE		
-	36068	PRATTVILLE		
-	36068	PVILLE		
-	36749	JONES		
==> _____ PF1=HELP PF3=QUIT				

After you select the zip code with an “X” and press <ENTER>, the “Rates by State/County Code” screen displays with the rates for the state and county entered.

The <F7> key (page backward) and the <F8> key (page forward) are available for paging through the counties when there is more than one page of counties.

The <F3> key returns you to the “View Rates” screen.

5.3.6.4 - Rates by State/County Code

(Rev. 40, 11-14-03)

After you have selected the residence code whose rates you wish to view, press <F6> to display the rates for another state/county code combination.

05/22/2000	(XXXX)	RATES BY STATE/COUNTY CODE	(MCCOY)	11.4
DATE: 01 / 01 / 2000 STATE COUNTY CODE: 01000				
STATE NAME: ALABAMA COUNTY NAME: AUTAUGA				
<hr/>				
AAPCC: 01/01/2000 TO 12/31/2000		DOD DEMO: 01/01/2000 TO 12/31/2000		
PART A AGED RATE: \$XXX.XX		PART A RATE: \$XXX.XX		
PART B AGED RATE: \$XXX.XX		PART B RATE: \$XXX.XX		
PART A DIB RATE: \$XXX.XX		ESRD A RATE: \$X,XXX.XX		
PART B DIB RATE: \$XXX.XX		ESRD B RATE: \$X,XXX.XX		
RISK ADJ: 01/01/2000 TO 12/31/2000		ESRD DEMO: 01/01/2000 TO 12/31/2000		
PART A RATE: \$XXX.XX		PART A RATE: \$X,XXX.XX		
PART B RATE: \$XXX.XX		PART B RATE: \$X,XXX.XX		
STATE ESRD: 01/01/2000 TO 12/31/2000				
PART A RATE: \$X,XXX.XX				
PART B RATE: \$X,XXX.XX				
RESIDENCE CODES SELECTED				
==> _____ PF1=HELP PF3=QUIT PF6=CODES				

Pressing <F3> returns you to the Plan Options Main Menu.

5.3.7 - View ESRD Rates (Option 5)

(Rev. 40, 11-14-03)

When Option 5 on the Plans Option Menu is selected, the “AAPCC ESRD Rates Nationwide” screen displays. This screen displays the AAPCC ESRD rates nationwide. This option enables you to view the Part A and Part B ESRD rates by State. The current date is supplied as the default, but this field can be overwritten to view rates for different years.

05/22/2000		(XXXX)	AAPCC ESRD RATES NATIONWIDE		(MCCOY)	11.5
DATE: 01 / 01 / 2000						
STATE	CODE	STATE NAME		A RATE	B RATE	
01		Alabama		\$1,314.38	\$2,213.64	
02		Alaska		\$1,249.59	\$2,104.28	
03		Arizona		\$1,428.78	\$2,406.77	
04		Arkansas		\$1,256.89	\$2,116.60	
05		California		\$1,603.87	\$2,702.35	
06		Colorado		\$1,344.63	\$2,264.72	
07		Connecticut		\$1,632.10	\$2,750.01	
08		Delaware		\$1,540.21	\$2,594.90	
09		District of Columbia		\$1,784.44	\$3,007.19	
10		Florida		\$1,393.83	\$2,347.78	
11		Georgia		\$1,368.84	\$2,305.60	
12		Hawaii		\$1,448.78	\$2,440.55	
13		Idaho		\$1,072.82	\$1,805.86	
14		Illinois		\$1,377.87	\$2,320.84	
15		Indiana		\$1,266.57	\$2,132.95	
==> _____ PF1=HELP PF3=QUIT PF7=PAGE- PF8=PAGE+						

To display the AAPCC ESRD rates nationwide, enter a date in the DATE field, and press <ENTER>.

The <F7> key is used to page backward to display the previous screen of rates. The <F8> key is used to page forward to display additional rates.

The <F3> key returns you to the “View Rates” screen.

5.3.8 - View Demographic Factors (Option 6)

(Rev. 40, 11-14-03)

When Option 6 from the Plan Options Menu is selected, the “View Demographic Factors” screen displays. It lists the demographic factors used in calculating the payment to M+C organizations.

05/22/2000 (XXXX) VIEW DEMOGRAPHIC FACTORS (MCCOY) 11.6						
DATE: 01 / 01 / 2000 BENE TYPE (A/D): A SEX (M/F): M BILL OPTION (OPT): 12						
	AGE		NONINST	NONINST		WORK
A/B	RANGE	INST	MDCAID	MDCAID	NHC	AGED
A	65-69	1.75	1.02	0.61	2.88	0.40
A	70-74	2.25	1.36	0.81	2.88	0.45
A	75-79	2.25	1.83	0.98	2.88	0.70
A	80-84	2.25	2.27	1.08	2.88	0.80
A	85+	2.25	2.54	1.14	2.88	0.90
B	65-69	1.60	0.99	0.77	2.49	0.45
B	70-74	1.80	1.23	0.92	2.49	0.65
B	75-79	1.95	1.43	1.05	2.49	0.80
B	80-84	1.95	1.57	1.06	2.49	0.90
B	85+	1.95	1.54	0.97	2.49	1.00
==> _____ PF1=HELP PF3=QUIT						

The current date is automatically entered when you request this option, and the tables reflect the current data. You can request historical or future data by moving the cursor to the date field and entering a different date.

Since the tables are too large to display on the screen at one time, they have been divided into four parts. You can view all four parts, one at a time, by entering different values in the fields marked BENE TYPE and SEX. The possible value for BENE TYPE are: A for Aged, D for Disabled. The possible values for SEX are: M for Male, F for Female. To view the entire set of values for one year, you must enter the following combinations: aged male, aged female, disabled male, disabled female.

The BILL OPTION field is optional. If you enter an “*” or leave this blank, the tables produced reflect the factors that are used for M+C organizations. If you enter a “12,” the tables that are produced reflect the special factors that are used for SHMOs (Social HMOs).

5.3.9 - View Risk Adjustment Default Factors (Option 7)

(Rev. 40, 11-14-03)

Selection of Option 7 from the Plan Options Menu allows the “View Risk Adjustment Default Factors” screen to be displayed. These are the factors utilized in computing risk adjustment payment rates for new Medicare beneficiaries. Risk Adjustment payment is based upon diagnostic data associated with a Medicare beneficiary’s managed care and fee-for-service medical care. New beneficiaries lack this type of Medicare experience, therefore these default factors are substituted for diagnostic data in the calculation of the risk adjustment payment rates.

05/22/2000		(XXXX)		VIEW RISK ADJUSTMENT DEFAULT FACTORS (DRIVER)						7.6	
DATE: 01 / 01 / 2000											
MALE			FEMALE			MALE			FEMALE		
AGE	BASE	MDCAID	BASE	MDCAID	AGE	BASE	MDCAID	BASE	MDCAID		
RANGE	FACTOR	ADD-ON	FACTOR	ADD-ON	RANGE	FACTOR	ADD-ON	FACTOR	ADD-ON		
00-34	.5120	.2230	.5350	.2610	35-44	.5590	.3860	.5790	.4230		
45-54	.6490	.4640	.6960	.4260	55-59	.8100	.4990	.8400	.5420		
60-64	.9590	.5060	1.1110	.4510	65-69	.5250	.6530	.4460	.6030		
70-74	.8470	.5940	.7030	.5770	75-79	1.0860	.6160	.8980	.5940		
80-84	1.3070	.6120	1.1110	.5890	85-99	1.5180	.6090	1.3280	.4240		

ENTER PAYMENT DATE, THEN PRESS ENTER

==> _____ PF1=HELP PF3=QUIT

The current date is automatically entered when you request this option. Historical data will be displayed if you change the date field.

5.3.10 - Working Aged (Option 8)

(Rev. 50, 04-09-04)

- *NOTE: this section of the MCCOY system is disabled as of March 1, 2004, due to the 2004 implementation of the MCO level factor type payment.*

5.3.11 - View Beneficiary Factors (Option 9)

(Rev. 50, 04-09-04)

- *NOTE: The factors are only displayed for the pre-2004 years.*

When Option 9 from the Plan Options Menu is selected, the “Plan Beneficiary Selection Criteria” screen displays. It enables you to view the beneficiary factors.

05/19/2000	(XXXX)	PLAN BENEFICIARY SELECTION CRITERIA	(MCCOY)	11.9
CLAIM NUMBER _____ (INCLUDING BIC)				
ENTER BENEFICIARY SELECTION CRITERIA				
==> _____ PF3=QUIT				

To select the specific beneficiary record to be viewed, type the claim number in the CLAIM NUMBER field and press <ENTER>. Do not forget to include the Beneficiary Identification Code (BIC) at the end of the claim number (e.g., 999999999A). The system then checks that the chosen record is a member of your Plan before permitting access. Railroad Board numbers have the BIC at the beginning of the claim number (e.g., A999999999 or WA999999999).

If access is denied, either because the beneficiary is not a member of your Plan or because the claim number cannot be found, the system displays a message. The system also displays a message if the beneficiary has no factors.

If a valid claim number is entered, the “View Beneficiary Factors” screen displays.

05/19/2000		(XXXX) VIEW FACTORS (1 OF 1)			1.8
734-12-2345-A		JOHNSON, JOHN J.		DATE OF BIRTH: 05/22/1918	
	PART A FACTOR	PART B FACTOR	TYPE	START DATE	END DATE
1	1.2360	1.2360	RA	01/01/2000	12/31/2000
2	1.1467	1.1467	DEMO	06/01/1999	12/31/1999

==> _____ F1=HELP PF3=QUIT F7=PAGE- F8=PAGE+
F12=MENU

This screen displays detailed information for the claim number selected on the previous screen. This includes personal information (such as name, date of birth, and sex), claim number, contract number, factors for parts A and B, and contract start and end dates.

There are two types of factors associated with a beneficiary. One is a plan-level factor assigned to members of certain M+C organizations with demonstration contracts (type = DEMO). The other is a beneficiary-level factor computed for all Medicare enrollees which is associated with the risk adjustment payment methodology (type = RA).

As stated previously, security roles determine which information is displayed to M+C organizations users. First the beneficiary must be a member of the M+C organization. If the M+C organization has a demonstration contract both the plan-level and risk adjustment factors associated with the beneficiary will be displayed. If the M+C organization has an M+C contract, the risk adjustment factors applicable to the member will be displayed.

This screen is display-only. No alterations can be made to the data.

To obtain a hard copy of the information on this screen, press the “PRINT SCREEN” function in Windows 95, 98, or NT.

The <F7> key appears on screens where the user can page backward. The <F8> key is used to page forward to display additional beneficiary factors information and appears only on screens where the user can page forward.

5.4 - System Logoff

(Rev. 40, 11-14-03)

Now that you have learned about the MCCOY system, how to get in and how to use it, the last step is how to get out. To do this, press <F3> until you reach the following screen. This is displayed after exiting the Plan Options Menu.

PAGE 1/1	Model 204 Region M204PRD2	S0
NEWS	Maintenance to M204 Test regions 5/21/00	05/16/00

1	CL	MODEL 204 COMMAND LINE
2	BROWSE	ACTIVE Browse Sequential Files
3	MCCOY	ACTIVE GHP Beneficiary Information
4	PICS	ACTIVE GHP Plan Information Control System
5	SIRPRO	ACTIVE ULSPF M204 Procedure Editor
SELECT APPLICATION > 3		

PF1=HELP	PF2=INFO	PF3=LOGOFF PF4=MULT REG PF12=NEWS

To exit the system entirely, press <F3> again.

If you want to reenter the system, type the number of the menu item for “MCCOY” and press <ENTER>.